U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

Air Traffic Organization Policy

**NOTICE
N JO 7210. 646**

Cancellation Date:
August 30, 2007

SUBJ: User Request Evaluation Tool (URET)

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1. **PURPOSE.** This notice transmits changes to Federal Aviation Administration Order (FAAO) 7210.3, Facility Operation and Administration, concerning the use of URET.

2. **DISTRIBUTION.** This notice is distributed to select offices in Washington headquarters, service center and service area offices, and the Mike Monroney Aeronautical Center; and to all air traffic field facilities.

3. **EFFECTIVE DATE.** This notice is effective April 30, 2007, and will remain in effect for 1 year or until the changes are published in FAAO 7210.3, whichever occurs first.

4. **BACKGROUND.** URET has been in use at certain facilities for several years. To ensure URET procedures remain viable and up-to-date, a review of all current procedures and practices was conducted. This included review of current national and local procedures, human factors, training, and safety. As a result, several recommendations for improvement were made. These recommendations have been incorporated into URET procedures.

5. **DOCUMENT AVAILABILITY.** The notice is available on the Directives Management Information System (DMIS) at http://dmis.faa.gov and on the air traffic publications Web site at http://www.faa.gov/airports_airtraffic/air_traffic/publications.

6. **EXPLANTION OF CHANGES.**

    Paragraph 6-7-1 – Changes the description of URET.

    Subparagraph 6-7-2b – Adds an Airspace Status Display requirement.

    Subparagraphs 6-7-2c thru e – Paragraphs renumbered.

    Subparagraph 6-7-3a – Adds an Airspace Status Display requirement.

    Subparagraphs 6-7-3b and c – Paragraphs renumbered.

    Subparagraph 6-7-4b – Adds requirements for updating facility directives.

    Subparagraph 6-7-5a – Redefines Airspace Configuration Elements.

    Subparagraph 6-7-5c – Adds URET.

    Paragraph 6-7-6 – Redefines flight data management features.

    Subparagraph 6-7-10c – Adds requirements for delay reporting.

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6. PROCEDURES.

   a. Amend FAAO 7210.3, Paragraph 6-7-1, General, to read as follows:

   6-7-1. GENERAL

   URET is an en route decision support tool that is used by the sector team in performing
   its strategic planning responsibilities. URET uses flight plan data, forecast winds, aircraft
   performance characteristics, and track data to derive expected aircraft trajectories, and to
   predict conflicts between aircraft and between aircraft and special use or designated
   airspace. It also provides trial planning and enhanced flight data management
   capabilities.

   Delete subparagraphs a, b, and c.

   b. Amend FAAO 7210.3, Paragraph 6-7-2, Front-line Manager-In-Charge Responsibilities,
by inserting new subparagraph b to read as follows:

   6-7-2. FRONT-LINE MANAGER-IN-CHARGE RESPONSIBILITIES

   b.   Ensure that the URET Airspace Status Display information accurately reflects
   current Special Activity Airspace (SAA) status.

   Re-letter subparagraphs b thru d to subparagraphs c thru e.

   c. Amend FAAO 7210.3, Paragraph 6-7-3, Operations Manager-In-Charge Responsibilities,
subparagraph a, to read as follows:

   6-7-3. OPERATIONS MANAGER-IN-CHARGE RESPONSIBILITIES

   a.   Ensure that the URET Airspace Status Display information accurately reflects
   current SAA status.

   d. Amend FAAO 7210.3, Paragraph 6-7-4, Facility Manager Responsibilities,
subparagraph b, to read as follows:

   6-7-4. FACILITY MANAGER RESPONSIBILITIES

   b.   Ensure all facility directives are current to support URET. Directives shall
   include, but are not limited to:
       1.   URET Outages.
       2.   URET Airspace Configuration Elements Data Entry.
       3   Standard Use of Automated Flight Data Management.
       4.   Sectors authorized to use URET IAFDOF Manual Mode.
       5.   Sectors authorized to use the URET Drop Track Delete function and the
   conditions under which it may be used.
       6.   Conditions under which a controller can deactivate an adapted URET
   restriction.
       7.   Local requirements for posting flight progress strips that exceed national
   requirements.

8.   Facility standard for annotating status of manual coordination at URET sectors where automated coordination with an external facility is not available (e.g., international facility, VFR tower). Facility directives may require either the use of the URET Coordination Menu or flight progress strips, and shall define a standard for each URET sector.

9.   Facility standard for annotating hold instructions and reporting delay information at URET sectors. Facility directives may require either the use of URET Hold Annotations, flight progress strips, or a facility-approved worksheet, and shall define a standard for each URET sector.

e. Amend FAAO 7210.3, Paragraph 6-7-5, URET Airspace Configuration Elements, subparagraphs a and c, to read as follows:

6-7-5.   URET AIRSPACE CONFIGURATION ELEMENTS

a.   URET Airspace Configuration Elements are:
1.   Special Activity Airspace (SAA).
2.   Airport Stream Filters (ASF).
3.   URET adapted restrictions.

b.   No change.

c.   ATC positions and personnel authorized by facility directive shall perform automation entries in URET in a timely manner to update the status of SAAs, restrictions, and ASF.

f. Amend FAAO 7210.3, Paragraph 6-7-6, Standard Use of Automated Flight Data Management, to read as follows:
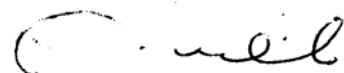
6-7-6.   STANDARD USE OF AUTOMATED FLIGHT DATA MANAGEMENT

Use of the checkbox flight data management feature of URET shall be standardized in accordance with individual facility directives.

g. Amend FAAO 7210.3, Paragraph 6-7-10, Traffic Counts and Delay Reporting, subparagraph c, to read as follows:

6-7-10. TRAFFIC COUNTS AND DELAY REPORTING

c.   Delay information, shall be recorded on available flight progress strips, on facility approved forms, or via the automated URET delay reporting features for aircraft in hold. Facility directives shall detail the procedures for collecting and reporting this information to the ATCSCC.

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